



***State of Washington
Department of Transportation
Notice to Consultants
On-Call Subsurface Utility Engineering Services for Urban Corridors
Organization***

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and included on a list to be considered for On-Call Subsurface Utility Engineering (SUE) services for Urban Corridors Projects. The projects are all located in the Puget Sound area and include:

- Alaskan Way Viaduct;
- Sound Transit Regional Express;
- I-405;
- I-5 in King County;
- SR 520;
- SR 509;
- SR 518;
- SR 519;
- SR 167 in King County;
- Urban Planning Office; and
- Other related projects in other areas.

WSDOT reserves the right to amend terms of this Request for Statements of Qualifications (RFSOQ) to circulate various Addenda, or to withdraw the RFSOQ at any time, regardless of how much time and effort vendors have spent on their responses.

Note: WSDOT will be hosting an open house to provide information on potential consultant projects delivered from UCO. Please watch this web site for notice on date and location of this open house.

Project Description

Selected consultants will provide all SUE services as shall be necessary for the design of complete construction plans, specifications, and estimates. The term “SUE” means an engineering service that incorporates new and existing technologies that accurately locate and map underground utility facilities. This service shall include characterization, designating, locating, and data management services. The term “characterization” means to record the presence, type, ownership, and estimated horizontal positions of underground utilities from data, plans, and visual inspection. The term “designating” means to indicate, by marking, the presence of unrecorded utilities and approximate horizontal location of all subsurface utilities using geophysical prospecting techniques. The term “locating” means to obtain an accurate position of a subsurface utility (horizontally and vertically) by digging a test hole. The term “data management” means that process by which designating and locating information is surveyed and entered into data management systems such as CADD systems.

WSDOT intends to award On-Call agreements to all consultants that score at least 75% of the maximum points possible for the SUE services. UCO will be managing the On-Call Task Order agreements that will be for 2-1/2 years duration.

Firms scoring at least 75% of the maximum points possible will be given a contract. The maximum points possible is 300 (100 possible points per reviewer, three (3) reviewers for this advertisement) so firms must score a minimum of 225 points to be awarded a contract. Firms scoring from 225 to approximately the median score of those above 225 (depends on where a natural break in the scores occur) will be awarded contracts valued at \$5,000,000. Firms scoring above that point will be awarded contracts valued at \$10,000,000.

The selected consultants may be required to provide employees at WSDOT owned or leased facilities for an extended period with short notice given by WSDOT. WSDOT may also request specific employees from outside of the area, and therefore WSDOT will allow up to a maximum of 60-day travel status. No minimum amount of work is guaranteed under these agreements.

Note: Most of the above types of services must be directly related to an engineering project, if not, they must be procured following the personal services procurement requirements Revised Code of Washington (RCW) 39.29.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses. Please note that scoring criteria will only be applied to the proposed prime consultant and will not include proposed sub-consultant experience, etc.:

1. ~~Qualifications/Expertise~~ Past Experience in SUE work of Firms ~~on Team~~;
2. Qualifications of Proposed Project Manager(s);
3. Key Team Members Qualifications ~~(Prime Consultant and Sub-Consultants)~~;
4. Firm's Project Management System ~~(Prime Consultant Only)~~; and
5. References/Past Performances ~~(Prime Consultant Only)~~

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

Submittals

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of thirty (30) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications “Packet A” must consist of:

- Your responses to scoring Criteria 1 through 4.

Your Statement of Qualifications “Packet B” must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 5; and
- Your Submittal Information Packet forms for both the prime and all proposed sub-consultants.

The page limitation does not apply to the front and back covers of “Packet A” and all of “Packet B.”

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications, your firm clearly identified on the cover of the submittal Packets “A” and “B”, and the letter of transmittal;
- Statement of Qualifications broken into “Packet A” and “Packet B” as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your “Packet A” and one (1) copy of “Packet B”, for each category of work in which your firm would like consideration, whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Wednesday, June 15, 2005:

Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

Any questions regarding the submittal should be directed to Mr. Doyle Dilley at 360-705-7107.

Note: Please be aware that if you mail your submittal utilizing the United States Postal Service (USPS), an additional two (2) working days will be added to the delivery time due to the fact that all State Agency mail must go through an internal Campus Mail system first before it



reaches its final destination. Submittals mailed via USPS must account for this added delivery time in order for the submittal to reach the Consultant Services office by the due date and time.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Friday, May 13, 2005 and Friday, May 20, 2005.

Submittal Due Date: Wednesday, June 15, 2005.